
Hollinswood and Randlay Parish Council

Chairman of the Council: Councillor Mrs Sheenagh Unwin

MINUTES of the monthly meeting held on **Monday 18th October 2021** at **Hollinswood Neighbourhood Centre** at **7.30pm**. Covid restrictions remain in place.

PRESENT: Councillors

- S Unwin
- H Unwin
- S Vaughan-Hodkinson
- T Wust
- G Sinclair
- C Turley
- J Johnson
- J Creed
- V Holt

In Attendance:

- K Baker (Clerk)
- Councillor S Snell (via Zoom)

F21/2930 WELCOME
Councillor S Unwin, Chairman, opened the meeting and thanked everyone for attending.

PUBLIC SESSION
None

F21/2931 APOLOGIES & APPROVAL
Councillor L Ricketts Work Commitments
Councillor E Dalby Health

RESOLVED that the apologies as listed be accepted.

LEAVE OF ABSENCE - ED
It was proposed by Councillor S Unwin and seconded by Councillor Turley, all were in favour and it was agreed that a three month leave of absence be supported. Members sent their best wishes.

F21/2932 DECLARATIONS OF INTEREST, regarding matters on the Agenda
As per the register. A copy of the register is available on request and appears on the website.

F21/2933 MINUTES OF THE MEETING HELD ON 20th SEPTEMBER 2021
It was proposed by Councillor Turley and seconded by Councillor Vaughan-Hodkinson that the Minutes of the meeting held on 20th September 2021 be signed as a true record, all were in favour and thus it was

RESOLVED that the Chairman signs the Minutes as a true record.

F21/2934 MATTERS ARISING, for information
Lorry Park Lay-by, near T54
Regular patrols now take place by the CAT Team and the Police. The CCTV camera has been installed and signs have been erected.

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Residents Meetings

The Deepdale Residents Meeting was useful and reasonably well attended. It is good to have regular contact with the residents who now approach the Parish Council with a range of questions. We are now arranging a Neighbourhood Watch meeting, individual letters will be prepared and residents have offered to help with distribution.

It is hoped to hold other Estate Meetings in the future.

F21/2935

FINANCE & GOVERNANCE

a) Minutes of the meeting held on 4th October 2021

Councillor H Unwin presented the Minutes of the meeting held on 4th October 2021, for information.

b) Recommendations

- i) It was proposed by Councillor H Unwin and seconded by Councillor Wust that a revised budget be agreed which would include £82,000 as earmarked reserves in accordance with the original budget for 2021/22 which had been agreed prior to Covid.
- ii) It was proposed by Councillor H Unwin and seconded by Councillor Holt that Hollinswood & Randlay Parish Council adopts the revised and updated Code of Conduct. A summary document has been produced. These will appear on the website.
- iii) It was proposed by Councillor Unwin and seconded by Councillor Creed that the Parish Council awards the Waste Removal Contract to Cartwrights of Telford for a two year period. Members were pleased to support this recommendation as this is a local company, with a zero to landfill policy.

All were in favour and thus it was

RESOLVED that the above recommendations be agreed.

c) Financial Reports

Copies of the Financial Report for the end of September had been circulated, showing an overall balance of £344,481.60.

Members of the Finance & Audit Committee receive details of payments, which are also available on request. Details of all payments over £500 are published on the Parish Council website in accordance with the Transparency Code.

d) Parish Strategy 2022/23

The Chairman thanked Members for their important contributions to the process and for attending the meetings. A draft Strategy will be discussed with the Clerk and presented to the next Finance & Audit Committee meeting on 1st November.

e) Grant Application

Members had received details of the application from AGE UK Shropshire Telford & Wrekin which requested funding towards their Covid Recovery Appeal. The Parish Council has already agreed to provide a free venue for the Day Centre at Hollinswood Neighbourhood Centre until Christmas and also to fund the cost of transport for those attending. It was

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therefore agreed that no decision would be taken at this time and that we would respond to remind them of our commitment to support the Friday event and that the Parish Council will consider a future application for a specific project when costs are available and details regarding how this will benefit our local residents have been included.

f) Asset & Property Committee

The Chairman thanked Councillor Johnson for her work as a Member of the Committee over a number of years.

It was proposed by Councillor S Unwin and seconded by Councillor T Wust that Councillor V Holt become a member of the Committee.

F21/2936

EVENTS COMMITTEE

a) SNAC Activity Day

The event had been very successful and well attended. Thanks were extended to everyone who had supported the event and attended to help with stewarding and to offer support for the activities. There had been a lot of positive feedback from families and it is hoped that future events can also be arranged.

b) Remembrance 2021

The service at The Memorial in the Town Park will take place on Sunday 14th November at 10.30am and will be led by Rev. Matt Beer from Telford Minster.

Arrangements are being finalized and an Order of Service will be produced.

The procession will leave Southwater Square at 10.20am. We will be joined by the KSLI and Uniformed Personnel. It will be good to have Scouts and Guides in attendance and Randlay Primary and Hollinswood Primary Schools.

There will be a period of reflection, included in the service, for people to remember anyone affected in any way by the Covid pandemic.

c) Happy Healthy Holiday Activities - Christmas

Funding has been awarded for four days activities in the week prior to Christmas. We have engaged the services of Smallwoods to organize an event in Randlay Valley and Princess Party. There will be a family Christmas Party on the Thursday.

d) Christmas Events

The Senior Citizens Christmas Lunches will take place on 8th and 9th December (Covid restrictions permitting). Tickets will be available from both Centres on 25th and 26th October. The Santa's Float will travel around both Hollinswood & Randlay on 14th and 15th December and presents will be available for all children.

Details for the switching on of the Christmas Lights will be discussed at the Events Committee meeting on 25th October.

Councillor Holt will organize the virtual Christmas event, with Members – details to be available for the next meeting.

e) Allotment Event

All tenants are invited to Randlay Community Centre on 26th November at 7pm for an informal get-together with a guest speaker. Alison the Bee Lady will give a presentation and be available to answer questions.

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F21/2937

ASSET & PROPERTY COMMITTEE

a) Community Fridge Project

Councillor Turley updated Members on the opening of the Community Fridge on 14th September at Randlay Community Centre. The Parish Council collects food from Telford Foodshare on a Tuesday and Thursday and the fridge is open from 10am until 11.30am both days. There is a suggested donation of £1 per family member, however this is only a suggestion. Items differ each week and local residents are invited to support this valuable project which also raises funds to help others. There are no eligibility criteria - everyone is welcome.

Surplus fresh fruit and vegetables can be available for jam / chutney making etc.

b) Downmead Youth Shelter

CCTV has been installed to oversee the area. The back panel of the shelter has been removed. Evidence of anti-social behaviour has reduced.

The structure will be painted and new signage added. We will also apply the non-drying paint to the roof.

F21/2938

CLIMATE CHANGE WORKING GROUP

a) Chairman's Report

Councillor Vaughan-Hodkinson updated Members on the TW Climate Action Plan, and in particular the Parish projects.

Contact with other Parish & Town Councils is still to happen and information / policies are being collected from Companies on Stafford Park.

The Zero'30 page on our website will promote the work of the Group and encourage residents to be involved.

b) Training Workshops

Councillor Vaughan-Hodkinson and Staff members have been attending different evening and daytime sessions and a report will be included on the next WG agenda.

A useful APP – Pawprint – can be used to identify personal climate impact.

The Carbon Literacy Training events will be looking for a Parish project, it was agreed that HRPC will put forward a suggestion regarding solar panels on Parish buildings across the Borough.

F21/2939

COMMUNITY ACTION TEAM

a) Update

A copy of the progress report from the CAT team had been circulated for information.

b) Boulton Grange

An area with benches has been identified as a concern. The CAT and Police have increased visits to the area and the police have door-knocked to ascertain more information and offer any reassurance necessary.

c) Underpasses

Additional bricks will be added to areas used as seating in order to discourage the use of underpasses as meeting places.

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F21/2940

CORRESPONDENCE

All information received is shared with Members as soon as possible.

a) Information from SALC

Members are encouraged to read the regular updates which include important information.
The Minutes of the last WAC meeting have been circulated for information.

F21/2941

PLANNING

a) Reports

There are no updates at this time.

b) New Application

TWC/2021/0957 30 Dinchope Drive, Hollinswood
Erection of a two-storey side extension and single-storey front extension with car port

RESOLVED to have no objections to the proposals.

c) The Hem, planning application

Councillor Sinclair reported that the application for the development near to The Nedge Riding School has been submitted. The Parish Council awaits the consultation.

F21/2942

WEST MERCIA POLICE REPORT

The regular meetings and discussions between the Parish Council and the Safer Neighbourhood Team are useful and by working with the CAT, much good work has been progressed.
Regular newsletters are now available and the Contract remains in place with three monthly reviews of the top 3 priorities.
The Parish Strategy will reference the work with the SNT.

F21/2943

FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY

The last volunteer day included work to make an area safe with the removal of the overhanging tree close to the car park.
It was good to see more use and less abuse of the Woodlands School area.
The Hallowe'en Posters will be displayed around the Valley from 25th to 31st October with posters explaining that if you can collect all 15 letters, and unscramble them to a phrase, this can be submitted to the Friends email address.
An email has been sent to Cllr C Healy, TWC, regarding the £2m Green Spaces funding to commence a dialogue about what it can offer Randlay Valley.

A quotation from Idverde for essential work in the Valley had been received and more detail is required as to what the tasks included will be. Concerns were expressed about the use of large machinery and tractors which damage the verges – details will be requested before the order for the work is confirmed. The Chairman of the FoHRV and Glyn will be on site when the work is started. It was agreed to support FoHRV with this project.

F21/2944

CHAIRMAN'S CHARITY

The Chairman announced that the total raised to date is £1324.87 with funding to come in from the Bikeathon on 22nd and 23rd October.

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Other events include a Bingo Night with Fish and Chip Supper on 20th November and a Traditional Dance with music from the 70s to 90s will take place on 29th January 2022. Tickets for both events are now available from Randlay Community Centre.

More volunteers are needed to take part in the bikeathon. Sponsorship will be welcomed, too.

F21/2945

CLERK'S REPORT

a) Calendars

A final draft was circulated. These will be printed and available for delivery at the end of November 2021.

b) Newsletters

The latest edition is now available online. A link is available on the website and will appear on facebook. Local residents can apply on the website to receive a copy direct. Hard copies are also available in the Doctors and local shops. A copy will be distributed to all parents via the school. It will also be sent to user groups and allotment tenants. Copies will be available to distribute at 'Meet Your Councillor' events.

COUNCILLOR'S REPORT

None

F21/2946

MATTERS FROM TELFORD & WREKIN COUNCIL

Councillors Turley reported that it is 'all quiet' at the Council at this time. Councillor H Unwin would share details of an issue in Boulton Grange which would benefit from Ward Councillor input.

F21/2947

PARISH MATTERS

- a) Broken glass, when reported via the MyTelford App, takes at least 3 days to be cleared – this will be reported to TWC as this is too long for a dangerous situation to be left unattended.
- b) Graffiti on the Randlay Local Centre hoarding
- c) Litter and lack of bark at Randlay Play Area, also litter at the MUGA.
- d) Raised platform on Randlay Avenue – in need of repair

F21/2948

MEETING SCHEDULE

25 th October	7pm 7.45pm	HR Events	Zoom
1 st November	7pm 8pm	Asset & Property Finance & Audit	HNC
15 th November	7.30pm	Full Council	HNC

There being no further business, the Chairman closed the meeting at 9.00pm.

SignedDate.....

Please note that these minutes will remain DRAFT until confirmed as a true record at the next Full Council meeting on Monday, 15th November 2021.